

**ARIZONA DEPARTMENT OF HEALTH SERVICES
DIVISION OF BEHAVIORAL HEALTH SERVICES
DIVISION DOCUMENT REVISION NOTICE**

The Arizona Department of Health Services/Division of Behavioral Health Services has revised the below referenced document(s), indicated by **BOLD** print and the symbol **[X]**. The attached matrix includes a detailed description of the changes impacting the selected document(s). The revised document(s) will be posted to the ADHS/DBHS website on or around the effective date. Please direct any questions regarding this Division document revision notice to Jennifer Vehonsky at (602) 364-4674 or via electronic mail at vehonsje@azdhs.gov.

DIVISION DOCUMENT	ADHS/DBHS PROVIDER MANUAL	ADHS/DBHS POLICY AND PROCEDURES MANUAL	ADHS/DBHS PROGRAM SUPPORT PROCEDURES MANUAL	ADHS/DBHS COVERED BEHAVIORAL HEALTH SERVICES GUIDE
REVISION [X]		[X]		
DIVISION DOCUMENT	CLIENT INFORMATION SYSTEM (CIS) FILE LAYOUT AND SPECIFICATIONS MANUAL	OFFICE OF GRIEVANCE AND APPEALS DATABASE MANUAL	ADHS ACCOUNTING AND AUDITING PROCEDURES MANUAL	FINANCIAL REPORTING GUIDE FOR REGIONAL BEHAVIORAL HEALTH AUTHORITIES
REVISION [X]				
DIVISION DOCUMENT	ADHS/DBHS QUALITY MANAGEMENT/UTILIZATION MANAGEMENT PLAN	ADHS/DBHS PREVENTION FRAMEWORK FOR BEHAVIORAL HEALTH	AHCCCS MEDICAL POLICY MANUAL-CHAPTERS 900 AND 1000	ADHS/DBHS STRATEGIC PLAN
REVISION [X]				
DIVISION DOCUMENT	ADHS/DBHS CULTURAL COMPETENCE PLAN	ADHS/DBHS CLINICAL GUIDANCE DOCUMENTS	TITLE XIX CHILDREN'S BEHAVIORAL HEALTH ANNUAL ACTION PLAN	
REVISION [X]				

N:\Policy Office\Revision Notices\Policy and Procedures Manual\Revision 10-15-05.doc

**ADHS/DBHS POLICY AND PROCEDURES MANUAL SECTION CO 1.1, INTER RBHA
COORDINATION OF SERVICES**

Policy #	TITLE	DESCRIPTION OF CHANGE	Last Revision Effective Date
CO 1.1.D	References	References have been updated.	October 15, 2005
CO 1.1.E	Definitions	The definition of "transfer" has been updated.	October 15, 2005
CO 1.1.F.2	Out-of-Area Service Provision	<ul style="list-style-type: none"> • A phrase has been added in subsection 2.a.(2).(a) to clarify that when a person is enrolled with a T/RBHA (home T/RBHA) and the person presents for crisis services out of the home T/RBHA's area, the home T/RBHA is fiscally responsible for crisis services. • In subsection 2.a.(2).(c) language has changed from "...coordinate the referral with the T/RBHA responsible for serving the person's geographic service area" to "...coordinate the referral with the person's designated T/RBHA." • In subsection 2.b.(1), the word "fiscally" has been added to the phrase "The designated T/RBHA is fiscally responsible ..." 	October 15, 2005
CO 1.1.F.3	Inter-T/RBHA Transfer	<ul style="list-style-type: none"> • The statement "This is true regardless of where the adult guardian lives" has been added at the end of item a.(1). • Item 3.d.(2).(f) changed from "...receiving T/RBHA's area" to "...receiving T/RBHA's geographic service area". 	October 15, 2005
CO 1.1.F.4	Complaint	The name of the ADHS/DBHS Policy and	October 15, 2005

ADHS/DBHS POLICY AND PROCEDURES MANUAL SECTION CO 1.1, INTER RBHA COORDINATION OF SERVICES			
Policy #	TITLE	DESCRIPTION OF CHANGE	Last Revision Effective Date
	Resolution	Procedures Manual section GA 3.3 has been updated.	
CO 1.1 Attachment A	Inter-T/RBHA Transfer Request Form	The name and telephone number of the clinical liaison has been added to this attachment.	October 15, 2005

